

The Mysore Gazette

PUBLISHED BY AUTHORITY

Vol. 98

BANGALORE, THURSDAY, JANUARY 10, 1963
(PUSHYA 20, SAKA ERA 1884)

N. 2

PART VIII

NOTIFICATIONS BY RECRUITMENT COMMITTEES

OFFICE OF THE SECRETARY, DIVISIONAL LEVEL
RECRUITMENT COMMITTEE, BELGAUM.

*Notification No. DRC/EST-277-Notfn No 16,
dated 26th December 1962*

Subject --Recruitment to the Posts of Typists (Grade II)
under Class III Services

Applications in single set in the prescribed form, together with attested copies of the following certificates, are invited from qualified candidates for being appointed as Second Grade Typists as and when vacancies occur

- (i) Educational/Academic Certificates
- (ii) Certificate regarding Training/Experience.
- (iii) Marks Card.
- (iv) Certificate of character.

Note.—Candidates should furnish two certificates of character given not more than six months prior to the date of application from two respectable persons unconnected with their College or University and not related to them, in addition to certificates from the Educational Institutions last attended by them.

- (v) Physical Fitness Certificate

Note.—Appointments are subject to the candidates being found physically fit to discharge their duties. They may be required for the purpose to appear for a medical examination before such Medical Authority as the Government may direct and the opinion of the Medical Authority shall be final.

- 2 Candidates must be citizens of India.

3 Candidates belonging to Scheduled Castes and Scheduled Tribes, More Backward and Backward Communities should produce attested copies of certificates issued by a Gazetted Officer or Magistrate or Member of the Legislative Assembly or Member of Legislative Council or Member of Parliament as to their Communities/Classes

4 Candidates should clearly mention in the order of preference in Column No 26 of the application form, the Unit/Units in which he/she desires to be assigned. The preference shall be taken into account as far as possible in assigning them to the above units, but it cannot be guaranteed. In order to facilitate the exercise of their preference the probable number of vacancies in each unit is indicated below. The classification of these vacancies will be as per rules and the number of vacancies is only probable. The Committee reserves the right to increase or decrease the same with reference to the actual requirements and administrative convenience

No.	Unit Office	No of Posts of Typists II Grade
1	Superintending Engineer, Irrigation, Investigation Circle, Dharwar	8
2	Deputy Director of Public Instruction, Dharwar	4
3	Transport Commissioner, Bangalore	7
4	Deputy Registrar, Co-operative Societies, Belgaum.	8
5	Deputy Commissioner, Bijapur	2
6	Deputy Commissioner, Belgaum	12
7	Superintending Engineer, Special West Coast Circle, P.W.D., Mangalore	2
Total		43

5 *Period of probation*—The candidate appointed shall be on probation for a period of one year

6 *Departmental Tests*—In addition to the General Educational qualifications prescribed, candidates after appointment may be required to pass such Departmental tests as may be prescribed by Government from time to time

7 Candidates who furnish false information in the application are liable to be debarred from entry into or dismissed from service

8 *Age limit*—The candidates must not be less than 18 years or more than 33 years in the case of candidates belonging to Scheduled Castes or Scheduled Tribes and 28 years in the case of others as on the last date fixed for receipt of applications in this Office

9 The maximum age limit for appointment shall be deemed to be enhanced in the following cases to the extent mentioned, namely —

- (i) In the case of candidates who are or were holding temporarily posts under the Government, recruitment to which is/was required to be made in accordance with the Rules of Government or are holding posts under a local authority by the number of years they are or were holding such posts
- (ii) In the case of candidates who are ex-servicemen discharged from service by reason of demobilisation, retrenchment or retirement by the number of years of Military Service rendered by them.

Note.—Military service means service rendered by a person in any of the Units of the three Defence Services of India, viz, the Army, the Navy and Air Force or under Military Munitions of Stores Authorities or in a Factory notified under Section 4 (i) of the National Service

(Technical Personnel) Ordinance, II of 1940 and includes any period during which the person was under training

(iii) In the case of candidates who are or were Village Group Inspectors appointed by a Rural Industrial Scheme sponsored by the State Government by the number of years of their service as such Village Group Inspectors

(iv) *Government Servants*—Thirty-seven years in the case of candidates belonging to Scheduled Castes and Scheduled Tribes and 35 years in the case of others holding appointment substantively or have been in continuous Government Service for a period of not less than one year after regular recruitment. Candidates should enclose attested certificates to this effect failing which their applications will not be considered

10 *Proof of Age*—Attested copies of (1) the original horoscope of the applicant, or (2) a declaration of age sworn to before a Magistrate and attested by him, or (3) baptismal certificate, or (4) an extract from the birth register should accompany the Application. In addition to this, an extract of the S.S.L.C. or S.S.C. or Matriculation Certificate or Transfer Certificate issued by a competent authority duly attested showing the date of birth should also be attached.

11 *Qualifications*—(i) A pass in S.S.L.C. or equivalent qualifications

(ii) A Pass in Senior Typewriting or Junior Typewriting and Junior Shorthand Examinations conducted by the Government or equivalent qualification

12 *Scale of Pay*—Rs. 80-3-110-4-130-5-150-D.A. and other allowances as per Rules and Special Pay of Rs. 10 p.m

13 Copies of all testimonials, certificates and other required enclosures should be duly attested only by any of the following Officers—

- (a) Gazetted Officers
- (b) Sub-Registrars
- (c) Head Masters or Head Mistresses or Principals of Government, Municipal or District Board High Schools
- (d) Head Masters of Aided or Private High Schools
- (e) Members of Parliament.
- (f) Members of the State Legislature, and
- (g) Principals of Colleges affiliated to the Universities

N.B.—Copies attested by Officers other than those mentioned above will not be accepted. The attested certificates or other enclosures should bear the seal of the attesting Officer

14 A brief statement of the candidate's academic career with information as to (1) the class and rank obtained and date of passing each examination as well as (2) prizes and Medals, if any, won and proficiency in sports, social and other extra curricular activities from the Head of the Institution from which the candidates took their Degrees should accompany the application as also a certified copy of the marks card

15 No male candidate who has more than one wife living or woman candidate who has married a person already having another wife shall, without obtaining previous permission of the Government be eligible for appointment.

16 Applicants when called for interview will have to appear at their own cost

17 The Committee reserves the right to call for interview only such candidates, as in their opinion, are considered suitable for selection.

18 No notice will be taken of applications that are not in response to this advertisement or are received after the due date or are not submitted in the prescribed form or do not furnish all the particulars required in the various columns of the form or are not accompanied by the required attested copies of certificates, marks cards, etc.

19 Applicants who at the time of making the application are in permanent or temporary employment in any Department of Government can apply through the authority competent to appoint them to the post which they are holding at the time of making the application

20 Candidates who attempt to obtain extraneous support by any means for their candidature from officials or non-officials shall not be eligible for appointment to a State Civil Service

21 Candidates who wish to have this Office acknowledgement for the receipt of their applications should send them applications by Registered post with acknowledgement due or should deliver their applications in person

22 A Candidate should pay a fee of Rs. 2. The fee in the case of a candidate belonging to the Scheduled Castes or Scheduled Tribes is 50 p.p. The fee should be remitted into any of the State Government Treasuries under the new head "Application fees for Recruitment to Class III appointments in Government Services" under the head "LII Miscellaneous—g—other fees, fines and forfeitures and the Treasury Receipt obtained therefor should be sent along with the application. The fees once remitted will not be refunded under any circumstances

23 A typing test will be taken of the candidates before final selection

24 Under the heading "On What Account" in the Treasury Receipt, the number and date of this advertisement should be mentioned.

25 No notice will be taken of applications in the case Treasury Receipt is not attached thereto

26 No cash payment or money order or Indian Postal Order or Cheque or Court Fee or Revenue or Postal Stamps will be accepted

27 Intending candidates should submit completed applications together with attested copies of all testimonials, marks cards, certificates, etc., (not returnable), so as to reach the Secretary, Divisional Level Recruitment Committee, Belgaum Division, Divisional Commissioners Office, Belgaum on or before 10th February 1963. Candidates in service should submit their applications through the proper channel within the last date fixed. A time limit of seven days only is allowed to the competent authorities to forward the application to this Office.

28 The applications should be addressed by designation only and both envelopes and applications should be superscribed in block letters as "Recruitment of Candidates to the Posts of Typists II Grade"

29 Forms of application should be purchased only from (i) District or Taluk Treasuries, or (ii) Government Central Book Depot, Bangalore, or (iii) Recognised Book sellers, or (iv) Agencies dealing in Text Books, or (v) Heads of Government High Schools and Colleges or the State Application Forms purchased from any other Agencies/Private Book Depots or which are typewritten or hand-written, etc., will not be accepted. Application forms are not supplied from this Office.

30 The number of vacancies available is 43 of which, 6 are reserved for Scheduled Tribes, 13 for Scheduled Castes, 6 for More Backward and 8 for Backward Classes. This is however subject to alteration according to requirements.

P K P TIL,

Secretary.